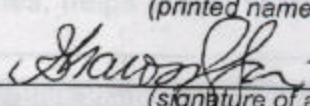


**A. Cover Sheet** (Attach to front of proposal.)

1. Specify: ☐ agricultural project or ☐ individual application or  
☐ urban project ☒ joint application
2. Proposal title—concise but descriptive: Expansion of the Learning to be WaterWise Program in Orange County
3. Principal applicant—organization or affiliation: Blue Planet Foundation
4. Contact—name, title: Sharon Lien, Executive Director
5. Mailing address: 10500 Ellis Avenue, Fountain Valley, CA 92708
6. Telephone: (714) 378-3362
7. Fax: (714) 378-3373
8. E-mail: slien@ocwd.com
9. Funds requested—dollar amount: \$ 38,000
10. Applicant cost share funds pledged—dollar amount: \$ Blue Planet—\$14,575 Newport Beach — \$5,670
11. Duration—(month/year to month/year): August 2001 to September 2002
12. State Assembly and Senate districts and Congressional district(s) where the project is to be conducted:  
Assembly - 67, 68, 59, 70, 71, 72 Senate - 33, 34, 35
13. Location and geographic boundaries of the project: Orange County
14. Name and signature of official representing applicant. By signing below, the applicant declares the following:  
— the truthfulness of all representations in the proposal;  
— the individual signing the form is authorized to submit the application on behalf of the applicant;  
— the applicant will comply with contract terms and conditions identified in Section 11 of this PSP.
- Sharon L. Lien 2/14/01  
(printed name of applicant) (date)
-   
(signature of applicant)

## B. Scope of Work

### 1. Executive Summary

The Bear Valley Community Services District is a member of the California Urban Water Conservation Council, and as such, implements the fourteen best management practices for urban water conservation. Our BMP reports for the reporting period of July 1998 through June 2000 revealed that, despite staff's continuing efforts to implement the BMPs, we have not kept pace with the targets established by CUWCC. Causes for this failure are many, however, all of them stem from the fact that the district is implementing this program on an "as available" basis, meaning that the program has simply been added to the existing workload of staff, who tries to fulfill program goals with whatever time can be carved out of their current schedules. Consequently, the program suffers, as the results show. This grant request is designed to correct this shortcoming by funding a part-time employee, a Water Conservation Specialist for three years to implement the BMPs and report the results.

A second part of this grant request is for funds to make BMP #6, the high-efficiency washing machine rebate, cost-effective. A cost-effectiveness analysis (Attachment A) indicates that a \$50 HEWM rebate is not cost-effective for the Bear Valley CSD, falling short by roughly \$40. This grant request is designed to make the rebate cost-effective so it can be offered to the district's customers. It is estimated that 100 rebates could be issued per year.

A summary of the amounts requested is as follows:

Part-time employee (@ \$25,000 per year)	\$ 75,000
HEWM rebate subsidy (@ \$40 per HEWM)	<u>12,000</u>
Total amount requested	\$ 87,000

These projects have local and statewide import. Although Bear Valley CSD is a small agency, serving 2,300 residential customers and a handful of commercial accounts, and the absolute water savings are small in comparison to other agencies, the projects are important nonetheless. Bear Valley CSD is the only signatory to the MOU in the greater Tehachapi area. By fully implementing the BMPs, Bear Valley CSD becomes an example for other water agencies in the Tehachapi area (there are two other CSDs, one city and one wholesale water agency in the area, all of which sell water). The programs have statewide implications as well. Bear Valley CSD operates a conjunctive use program whereby we draw water from wells in an adjacent basin (Cummings Valley, which, by the way is an adjudicated basin) and pump the water to Bear Valley Springs. The Cummings Valley basin is then recharged with State Project water from Jacobsen Reservoir through a spreading area at the northeast corner of Cummings Valley. Reductions in water consumption will have a one-to-one impact on the amount of water needed from the State Water Project, and therefore, the Bay-Delta solution will be advanced.

## 1. Schedule

The schedule for this program is as follows:

6/1/01	Advertise for the position of part-time Water Conservation Specialist
7/1/01	Water Conservation Specialist employment begins. District offers \$50 HEWM rebate and publicizes same at its water conservation booth at the July 4 community celebration and in its summer newsletter
7/1/01 - 6/30/02	Water Conservation Specialist implements all BMPs, keeping pace with CUWCC targets. One hundred HEWM rebates issued. BMP #9 (programs for CII accounts) fully implemented and complete.
10/31/02	BMP reports for period of 7/1/00 to 6/30/02 submitted to CUWCC.
6/30/03	BMP #5 fully implemented and complete (except for on-going elements which are never complete)
6/30/04	Grant funding ceases. District retains Water Conservation Specialist to continue BMP implementation (if Board appropriates funds). All BMPs on schedule for full implementation. Three hundred HEWM rebates issued total.

## 1. Monitoring and Assessment

The Water Conservation Specialist will report progress on the BMPs to the Assistant General Manager, who is the district's appointed Water Conservation Coordinator, quarterly. The Assistant General Manager will ensure that BMP implementation is on pace to meet annual targets. Adjustments, such as reassignment of resources, advertising thrusts, etc will be made as needed to keep implementation on track. Data will be stored in the district's water billing software files, attached to the customer maintenance files or the location maintenance files as appropriate. All of this information will be fully accessible at all times and can be retrieved using any sort criteria desired.

## C. Outreach, Community Involvement and Information Transfer

### 1. Participation from People in Disadvantaged Communities

This project will not focus on people in disadvantaged communities. Bear Valley Springs is a "bedroom" community which has a wide range of housing thoroughly mixed throughout the community. There are no "disadvantaged" neighborhoods, but there are many small, older

homes occupied by retired people on fixed incomes or families with modest incomes. During the year 2000, thirty-one homes sold for prices less than \$80,000, roughly 20% of the total number sold. Fully 24% of the community's houses are assessed by Kern County at less than \$100,000. Of course, all of the BMP programs will be offered to the owners or tenants of these modest homes. Because Bear Valley Springs is an unincorporated area of Kern County which lies at the intersection of three census tracts, census data, and therefore information on household incomes is difficult to acquire. There are no tribal interests in the Tehachapi area.

#### 1. Training, Employment and Capacity Building Potential

This project will employ one person part-time (24 hours per week). They will be trained by district staff and will probably attend one Conservation Coordinator Training Workshop offered by CUWCC. The district will recruit at the California State University, Bakersfield since they have an active public administration department and they offer both the BA and MA degrees. If a CSUB student gets the job, their activities can become a source of information to share with other public administration students at the university. In this way, water conservation issues gain exposure within the ranks of those studying to be tomorrow's decision makers.

As previously stated, Bear Valley CSD is the only water purveyor in the greater Tehachapi area who is a signatory to the MOU. If the proposed part-time position is made full-time, the district could share the water conservation specialist with other agencies in the area. For example, he/she could work for BVCSD Monday through Wednesday, for the City of Tehachapi on Thursdays and for Golden Hills CSD on Fridays. By so doing, these other communities receive some help in starting their water conservation programs, understand the benefits from signing the MOU and implementing the BMPs and perhaps come on board with their own resources in the future. All of the agencies in the Tehachapi area are in some way connected to the State Water Project. Stallion Springs CSD takes water directly from the Tehachapi Cummings County Water District pipeline to water an 18-hole golf course. Golden Hills CSD and the City of Tehachapi have conjunctive use programs which uses State Project water for recharge. Moreover, many farmers in and around Tehachapi use State Project water for irrigation.

#### 1. Information Dissemination

The district publishes The CSD Report, an eight-page quarterly newsletter, which is the main vehicle for water conservation information (we also use it to publish our annual consumer confidence report). At least three of the four issues contain some kind of water conservation message and, in the spring issue it is usually the featured article. In addition, we buy inserts in the local newspaper for the six months of April through September. These inserts contain water conservation tips, rebate coupons, water survey bounty coupons, etc. in an effort to spur customer participation. Moreover, we issue monthly water bills and regularly include a water conservation comment or some type of stuffer containing water conservation information.

1. Other Agencies Impacted by the Proposal

There are no other agencies directly impacted by the proposal except as noted above (if the DWR considers funding a full-time Water Conservation Specialist). If the DWR decides to fund a full-time position with the requirement that other agencies in the area share in that person's labors (despite the fact that they are not signatories), then the district will issue offers to the other agencies. Absent this, the only impact on other agencies will be that they will have a working example in their community of an agency that makes water conservation work and, when articles in the local newspaper appear about what Bear Valley CSD is doing, their customers and constituents will inquire about what they are doing to save water. Perhaps a water conservation value will spread by contact with the Bear Valley CSD.

- D. Qualifications of the Applicants, Cooperators and Establishment of Partnerships

1. Resume of Project Managers

See the resume of the Assistant General Manager, who is the appointed Water Conservation Coordinator, on the following page.

1. External Cooperators

The public administration department of the California State University, Bakersfield will be contacted for a list of names of students, undergraduate and graduate, who are interested in employment at a small public agency.

1. Partnerships

There are no partnerships foreseen at this time, however, if the DWR determines to fund a full-time position rather than a part-time position, the district will establish partnerships with other public water purveyors in the Tehachapi area to share the labor provided by the proposed employee.

E. Costs and Benefits

1. Budget Summary and Breakdown

A summary of the amounts requested is as follows:

Part-time employee (@ \$25,000 per year)	\$ 75,000
HEWM rebate subsidy (@ \$40 per HEWM)	<u>12,000</u>
Total amount requested	\$ 87,000

Cost for full-time Water Conservation Specialist – Year 1

Current annual base salary (full-time) \$ 26,664

Annual fringe benefits

FICA/Social Security	2,040	
Health insurance	5,760	
Dental/optical	720	
Life insurance	300	
Retirement	1,867	
Worker's Comp	533	
Unemployment Ins.	<u>347</u>	
Total fringe benefits	11,567	(part-time @ 24 hours/week)
Total year 1 salary and benefits	<u>\$ 38,231</u>	<u>\$ 22,939</u>
Total year 2 salary and benefits	41,481	24,889
Total year 3 salary and benefits	45,007	27,004
Training	200	200
Total salary/benefits and training	<u>\$ 124,919</u>	<u>\$ 75,032</u>
	use	\$ 75,000

(Note: increases for years two and three are 8.5% added to previous year's total, consisting of a 5% annual step increase and 3.5% cost-of-living adjustment based on current CPI figures).

HEWM rebate budget: 100 rebates @ \$40 each = \$4,000 per year X 3 years = \$12,000.

# 1. Budget Justification

The salary figures shown above are for the district’s pay grade 73, which is the same as that paid to the secretary and the bookkeeper. Benefits are based on current actual rates.

The HEWM rebate budget is based on the issuance of \$50 rebates and \$20 issuance costs, a total of \$70. The proposal is for the grant to provide \$40 and the district to provide \$30 of the total cost.

# 1. Benefit Summary and Breakdown

The proposed Water Conservation Specialist will implement all of the BMPs. Program benefits may be found in Section F of Exhibit 1 to the MOU, titled “Water Saving Assumptions.”

## a. Project outcomes and benefits (quantified)

The primary outcome of the project will be the full implementation of all BMPs for the three-year grant period, meaning that the district will be on schedule per the coverage requirements in Section C of Exhibit 1 to the MOU. Moreover, the district will finish the requirements of BMPs #5 and #9. Water saving assumptions over the three-year grant period are as follows:

BMP #1	5.31 acre feet
BMP #2	13.47
BMP #3	34.83
BMP #5	575.88
BMP #6	4.71
BMP #9	9.78
BMP #14	<u>11.25</u>
Total	655.23 acre feet

## a. Project outcomes and benefits (qualitative)

By conserving water locally, the Bear Valley Community Services District will reduce its need for water imported from Cummings Valley and, thereby, reduce demand on the State Water Project. The water savings will continue for years after the project is over, providing long-term benefits to the Bay-Delta system.

# 4. Assessment of Costs and Benefits

Please see the attached cost-effectiveness analysis for BMP #14, ultra-low-flush toilets (Attachment B). The same water costs are used for each of the cost-effectiveness analyses required for each BMP; the water savings assumptions are shown above.



February 12, 2001

Water Use Efficiency Office  
California Department of Water Resources  
1020 Ninth Street, Third Floor  
Sacramento, CA 95814

Dear Sirs:

The attached water conservation grant application requests a total of \$87,000, spread over three years. The annual amount requested, therefore is \$29,000, beginning in fiscal year 2001-02. Annual matching funds from the district are as follows:

HEWM rebate (@ \$10 ea)	\$ 1,000
HEWM rebate administrative overhead (@ \$20 ea)	2,000
Conservation fixtures, hardware and other rebates	23,000
Conservation information, advertising, etc.	<u>3,000</u>
Total annual matching funds	\$ 29,000

The Board of Directors of the district approved the submission of this grant request at its meeting on February 10. Please be assured that the district is committed to fully funding its share of the proposed program for the three-year period covered by the grant. Beyond that three-year period, it is unknown whether or not funds will be appropriated for the continuation of the program at the same levels as during the period of the grant.

Sincerely,

John C. Yeakley  
General Manager

F. Matching Funds Commitment letter



February 12, 2001

Water Use Efficiency Office  
California Department of Water Resources  
1020 Ninth Street, Third Floor  
Sacramento, CA 95814

Dear Sirs:

I hereby declare that the water conservation project, which is the subject of this grant application, is in all ways fully compatible with existing district programs, the Bear Valley Springs Specific Plan), the Bear Valley Community Services District Code, Kern County building codes, the Bear Valley Springs Association's Conditions and Restrictions, the Environmental Control Committee's rules and all other local and regional codes and activities.

Sincerely,

John C. Yeakley  
General Manager

F. Letter of Concurrence from Local Government

February 12, 2001

Water Use Efficiency Office  
California Department of Water Resources  
1020 Ninth Street, Third Floor  
Sacramento, CA 95814

Dear Sirs:

Please be informed that the water conservation project which is the subject of the attached grant request is not subject to the California Environmental Quality Act. No environmental documentation will be required for this project.

Sincerely

John C. Yeakley  
General Manager

F. Environmental Documentation

# JOHN MARTIN

29541 Butterfield Way • Tehachapi, CA 93561 • 661.821.1516

## OBJECTIVE

To secure a grant from the California Department of Water Resources for water use efficiency programs.

## EMPLOYMENT

ASSISTANT GENERAL MANAGER    1993 TO PRESENT  
*Bear Valley Community Services District    Tehachapi, California*

Responsibilities include oversight of all financial functions, including budgeting, accounts payable and receivable, payroll, general ledger and reporting, including the analysis of trends and projections; fiduciary duties as Treasurer of the district; administration of the district's injury and illness prevention program as the designated Safety Officer of the district; administration of the water conservation program as the designated Water Conservation Coordinator of the district; administration of the district's emergency preparedness program acting as the liaison with the district's citizen-volunteer Disaster Council; oversight of all office procedures including water billing and related customer service; management of all district functions in the absence of the General Manager.

KEY CARRIER    1976 TO 1993  
*Vons Grocery Company    Bakersfield, California*

Responsibilities included supervision of retail store operations during evening hours, including the security of cash, customer service, personnel management, oversight of nighttime stocking operations and store security. I did this particular job for five years, from 1988 to 1993, however, I held a variety of positions with Vons over the course of my seventeen-year career, including receiving clerk, warehouse clerk, checker, stock clerk and courtesy clerk.

## EDUCATION

MASTER OF PUBLIC ADMINISTRATION    1996  
*California State University, Bakersfield    Bakersfield, California*

BACHELOR OF ARTS; PUBLIC ADMINISTRATION 1992  
*California State University, Bakersfield    Bakersfield, California*

## SKILLS

Management of a large number of dissimilar tasks simultaneously.

Excellent service to customers and the public in a friendly and professional manner.

Execution of many software programs, including all Microsoft office products (Word, Excel, etc.) and Corel office products (WordPerfect, Quattro Pro, etc.) as well as the Multiple Operations Management Software of Corbin Willits Systems (general ledger, payroll, utility billing, purchase order, accounts payable and receivable, cash management and utility billing).